

**LINDENHURST PARK DISTRICT  
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS  
COMMUNITY CENTER BOARD ROOM**

**January 8, 2019 - 6:00p.m.**

CALL TO ORDER: The Regular Meeting of the Board of Park Commissioners of the Lindenhurst Park District was called to order by President Parkman at 6:00 p.m.

PLEDGE OF ALLEGIANCE: President Parkman led the group in the Pledge of Allegiance.

ROLL CALL: Commissioners Present: Dean Parkman President  
Sean Smith Commissioner  
Todd Solbrig Vice President  
Jim Stout Treasurer

Park District Staff: Dave Mohr, Jr. Executive Director/Secretary  
Matthew Vanderkamp Superintendent of Recreation

Others Present: Dawn Suchy Village of Lindenhurst  
Trustee/Park District Liaison  
Amanda DeRue Recording Secretary

APPROVAL OF AGENDA: Vice President Solbrig made a motion to approve the agenda as presented; Commissioner Stout seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 4-0.

REVIEW OF MINUTES: Regular Meeting of the Board of Park Commissioners Minutes of December 11, 2018  
Commissioner Smith made a motion to approve the minutes of the Regular Meeting of the Board of Park Commissioners of December 11, 2018; Commissioner Vice President Solbrig seconded the motion. President Parkman declared the motion unanimously carried on a voice vote 4-0.

PUBLIC PARTICIPATION: There was no public participation.

TREASURER'S REPORT: Discussion and motion to approve bills presented for this meeting.  
Vice President Solbrig made a motion to approve the Bill List for December 1, 2018 through December 31, 2018 in the total amount of \$148,983.47; Commissioner Smith seconded the motion.

ROLL CALL: Parkman Aye  
Smith Aye  
Solbrig Aye  
Stout Aye

President Parkman declared the motion unanimously carried on a roll call vote 4-0.

### Update on Park District's Finances and Investments

Director Mohr reported that the first draft of the budget will be distributed at the January 22, 2019 meeting.

#### STAFF REPORTS: Parks Department

Director Mohr presented the Parks Department staff reports. Dennis Carroll, Jr., Parks and Grounds Operations Manager, received the new pickup truck along with a new 14 passenger bus. There has been some difficulty making ice at the rink at Millennium Park due to the weather. Jacob Anderson is the new Facility and Vehicle Operations Manager. A new water fountain was installed in the gym and the Fox Valley Fire and Safety Company completed the inspection of Oak Ridge Park.

#### Recreation Department

Matthew Vanderkamp, Superintendent of Recreation, presented the Recreation Department staff reports. Katie Kozuch, Recreation Program Manager, reported that there were seven special recreation programs that took place in December with 23 registrations. The preschool students performed at the tree lighting. Zac Reimer, Athletic Program Manager, reported that basketball season began on December 3<sup>rd</sup> with practices and games will begin to take place on January 19<sup>th</sup>. Zac was able to add two more teams with participants that were on the waitlist. Gym operations were up for the month of December. Renee Metzelaar, Recreation Program Coordinator, reported the Coffee Club was cancelled in December. A financial advisor will be speaking at the January Coffee Club. The adult trips continue to be successful and there are 19 children that attended the horse camp. Mackenzie Derrick, Special Events and Dance Coordinator, reported that 325 people attended the Magic Dave event that took place on December 28<sup>th</sup>. Movin' Mondays are taking place inside now on the track. The Flannels and Flapjacks event will take place on January 13<sup>th</sup> and is currently full with 35 couples. Lisa Behnke, Registration and Rental Coordinator reported that there has been one rental received. Matthew Vanderkamp, Superintendent of Recreation, reported that the second Service Categories meeting took place. Matthew attended a PDRMA webinar and hosted the Lake County Superintendent networking meeting.

#### Marketing Department

Director Mohr, presented the Marketing Department staff report. Kathy Kohler, Marketing and Community Relations Manager, is busy working on the Spring/Summer 2019 program guide which will be expanded to 40 pages. The last gym sponsorship was sold. Kathy is also working on the submissions for the agency showcase with Katie for the IAPD/IPRA conference.

NEW BUSINESS: Discussion and Motion for approval of Proposed Regular Meeting Ordinance No. 19-01-01 for Fiscal Year 2019-2020.  
Director Mohr recommended approval of the ordinance. Discussion ensued with amending the May meeting dates. Vice President Solbrig made a motion to approve Ordinance No. 19-01-01 with amending the meeting dates in May to May 14<sup>th</sup> and May 28<sup>th</sup>; Commissioner Stout seconded the motion.

ROLL CALL: Parkman Aye  
Smith Aye  
Solbrig Aye  
Stout Aye

President Parkman declared the motion unanimously carried on a roll call vote 4-0

Recommendation and Motion to award Year 3, FY 2019-20, Contractual district-wide parks mowing/trimming based on approved 2017 bid process.  
Director Mohr recommends the contract to be approved. Commissioner Smith made a motion to award Year 3, FY 2019-20, Contractual district-wide parks mowing/trimming based on approved 2017 bid process; Vice President Solbrig seconded the motion.

ROLL CALL: Parkman Aye  
Smith Aye  
Solbrig Aye  
Stout Aye

President Parkman declared the motion unanimously carried on a roll call vote 4-0

OLD BUSINESS: Update on Land Cash Donation for proposed new subdivision Briargate in Lindenhurst.  
Director Mohr noted that there is no update at this time.

Update on solar panel project with the Village of Lindenhurst and Tesla.  
Director Mohr reported that the project will be part of the February application reviews. The Village of Lindenhurst is doing two cost analyst studies.

Update on Smart Approach and Cost Recovery project.  
Director Mohr stated that there are a team six staff members putting together service categories. The deadline to complete the categories is February 1<sup>st</sup>.

Update on implementation process for new registration software Amilia.  
Matthew Vanderkamp, Superintendent of Recreation, reported that all staff received usernames and password to login and review the software. The next step will take two weeks, consisting of an adventure tour and walk through process. After that is completed, the next step will be onsite training.

PRESIDENT'S REPORT: Commissioner's Report  
President Parkman informed the Board that Director Mohr had submitted President Parkman's name and he is now a member of the IAPD legislative committee.

DIRECTOR'S REPORT: Update of various administrative activities; capitol and safety improvements, 2018/2019 projections and development of Proposed Fiscal Year 2019/2020 district-wide budget, legal updates, IAPD/IPRA conference, etc.  
Director Mohr reported that meetings will be taking place this week with staff to review the budget. The Government Severance Pay Act law took effect January 1, 2019. Director Mohr noted that everyone will be attending the IAPD/IPRA conference.

SAFETY COORDINATOR'S Monthly Report; Safety Coordinator  
There was nothing new to report.  
Review Park District's Accident/Incident Reports  
There were no accident/incident reports.

CORRESPONDENCE: Village of Lindenhurst update; discussion.  
There was nothing new to report.

Village of Lake Villa update; discussion.  
There was nothing new to report.

Lake Villa Township Lions Club update; discussion.  
There was nothing new to report.

Lindenhurst/The Lakes Kiwanis Club update; discussion.  
There was nothing new to report.

Lake Villa District Library update; discussion.  
There was nothing new to report.

ADJOURNMENT: There being no further business to discuss, Commissioner Smith made a motion to adjourn the meeting; Vice President Solbrig seconded the motion. President Parkman declared the meeting adjourned at 7:04 p.m. on a unanimous voice vote 4-0.

RESPECTFULLY SUBMITTED,

Amanda DeRue  
Recording Secretary

David Mohr, Jr.  
Executive Director & Park Board Secretary

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

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Dean A. Parkman – President  
Board of Park Commissioners